

**DETERMINATION AND FINDINGS  
FOR A  
SOLE SOURCE EXTENSION OF  
CONTRACT**

**CONTRACT NO:** DCHC-2010-C-2008

**CAPTION:** Inventory Maintenance for Emergency Supplies and Equipment

**PROPOSED CONTRACTOR:** Diogenec Group, LLP

**PROGRAM AGENCY:** Department of Health

**1. AUTHORIZATION:** D.C. Official Code §2-354.04, 27 DCMR 1304, 1700, 1701 and 2005.6(b)

**2. MINIMUM NEED:**

The Department of Health has a continued need for comprehensive warehouse maintenance support at the Department of Health (DOH) warehouse located on V Street. Maintenance support includes but is not limited to supply inventory, bar-coding, labeling, and shelving and storage of emergency supply equipment. The warehouse houses a multitude of items such as: various medications; medical licensure files; sensitive documents and forms; syringes; IV solutions; oxygen; AEDs, furniture; technology and general office equipment. This warehouse is the District's main source of supply for emergency preparedness paraphernalia. The incumbent contractor, Diogenec Group, LLC, has been providing the required maintenance support services on the current contract since 2008. Diogenec is the only firm available immediately for the continued operational support.

**3. ESTIMATED REASONABLE PRICE:**

The Independent Government Estimate for Diogenec Group, LLC to provide continued support services is \$76,000.00 for the Period of Performance from January 31, 2015 through May 31, 2015. The estimated reasonable price is based on a monthly unit fee of approximately \$18,000.00.

**4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:**

DOH is presently conducting market research and a make vs. buy analysis to assist in the development of a revised Scope of Work to determine a proper path forward for the operations of the warehouse. The overall strategy is in its final phases of development, but must be presented through the DOH Leadership before moving forward. DOH is in the process of transitioning its Agency Head to a new Director under the newly appointed Mayoral Administration. The presently nominated Agency Director for DOH must be afforded an opportunity to review the procurement strategy and will be an instrumental decision maker in this process.

Continuation of inventory services and support are crucial to the District's government operational need for storage and retrieval of healthcare and medical related supplies.

A sole source extension is the most advantageous method of fulfilling the District's need while completing the competitive procurement process and to allow for a transitioning period from existing vendor to new vendor, if necessary. A market survey was not conducted because the Diogenec Group has agreed to continue services based on existing contract pricing.

#### **5. CERTIFICATION BY AGENCY HEAD**

I hereby certify that the above findings are true, correct and complete.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ryan Springer, MPH  
Interim Director  
Department of Health

#### **6. CERTIFICATION BY CONTRACTING OFFICER**

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that [no response was received] [the response received was rejected because \_\_\_\_\_]. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Allison Robertson, MBA, CFCM  
Contracting Officer  
Office of Contracting and Procurement

#### **DETERMINATION**

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

\_\_\_\_\_  
Date

\_\_\_\_\_  
James D. Staton, Jr.  
Chief Procurement Officer